

**AGENDA  
BOARD OF SELECTMEN  
TUESDAY, OCTOBER 4, 2016**

**6:30 p.m. – Convene Meeting in Open Session – Waquoit Meeting Room – Mashpee Town Hall**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

**APPOINTMENTS & HEARINGS**

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

**NEW BUSINESS**

- Presentation and discussion of long term fiscal analysis/plan for the Town

**ADDITIONAL TOPICS**

(This space is reserved for topics that the Chairman did not reasonably anticipate would be discussed)

- Approval of Special Events Application for Mashpee Chamber Runs on Dunkin Road Race,  
*Mashpee Chamber of Commerce:*

**LIAISON REPORTS**

**EXECUTIVE SESSION**

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Present: Selectman Gottlieb, Selectman Cahalane, Selectman O'Hara,  
Selectman Cotton, Selectman Sherman  
Town Manager Rodney C. Collins  
Assistant Town Manager Wayne E. Taylor

Meeting Called to Order by Chairman Gottlieb at 6:30 p.m.  
Mashpee Town Hall, Waquoit Meeting Room

## **NEW BUSINESS**

### Presentation and discussion of long term fiscal analysis/plan for the Town:

The Board of Selectmen met with the Financial Team consisting of Dawn Thayer Finance Director, Jason Streebel Town Assessor and Craig Mayen the Treasurer/Tax Collector for the purpose of reviewing the long term fiscal analysis and plan for the Town of Mashpee through fiscal year 2027.

Prior to the onset of discussion, Town Manager Rodney C. Collins commended his Financial Team for contributing their time, research and professionalism to prepare a 10-year financial forecast document for the Town of Mashpee.

On behalf of the Financial Team Dawn Thayer outlined the financial conjectures surmised in developing the financial strategies which are comprised in nine different scenarios. After reviewing the operating budget over a six year span from 2011 through 2017 budget assumptions are based on departmental increases and fixed costs including debt for renovations to the Cape Cod Regional Technical School, and costs associated to health insurance, capital expenditures and the Quashnet School window and door replacement project.

Scenario 1 is the basis base projection used in each analysis. Scenario 1 (FY18 -2027) does not include wastewater projections.

Budget assumptions include a department budget both non-educational and educational and is reflective of an increase of 2.5%. Fixed costs consider an increase of 2.5% with the exception of LIUNA increased at 10% and in health insurance increased by 10% per year. It is anticipated the budget would include an additional \$300,000 assessment for the Cape Cod Technical School project beginning in FY2022 although exact figures are not fully realized to date. The first bond payment is included in projections for the Quashnet School window project anticipated to begin in FY2021.

With capital improvement programs, building renovations and road projects a \$3.8 million bond is recommended with bond payments to begin in FY2022. The budget recommendation to provide for a capital debt exclusion for a \$3.8 million bond is included in all scenarios. The override would maintain the level of services through fiscal year 2027. However, pending wastewater debt is not included in this assumption. The Board of Selectmen requested a detailed analysis of debt configured in the \$3.8 million bond proposal.

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Presentation and discussion of long term fiscal analysis/plan for the Town: (continued)

When asked of the tax rate, Mr. Streebel Director of Assessing indicated the tax rate is dependent upon the real estate market. Although the market tends to flow in a ten-year cycle, Mr. Streebel projects real estate to peak in 2018 and valley in 2022 at the time the Town would expect to have an override. Anticipated new growth includes the cottages neighborhood project in New Seabury, the Mashpee Commons expansion project, and several new subdivisions including a new development in Southport.

With regards to Community Preservation Act funding Mr. Streebel indicated if the Town voted to opt out of the program, the Town would save on the tax rate. The CPA tax assessed on real estate is 3%. Under the Act, a Town may choose to vote out of the program in 2020 although municipalities cannot fully opt out of the CPA until all debt obligations have been met. The debt would be required to be reserved in the CPC Fund balance. In fiscal year 2027, the CPA debt would be fully compensated. It was agreed this matter would be reviewed with the Community Preservation Committee at their next meeting.

Rodney C. Collins Town Manager indicated the strategy planned for this informational session will allow time for the Board of Selectmen to further review and understand the financial forecast. It was recommended the Board provide guidance to the Town Manager and prioritize funding. Scenario 1 is status quo and a good base to build upon to maintain the level of current operations realizing there are challenges to recognize in fiscal year 2022. Mr. Collins indicated this process is a responsible and conservative budgeting plan for the next ten years.

It was noted the Finance Director would be updating the financial document on a yearly basis with actual revenue amounts. Craig Mayen Treasurer/Tax Collector indicated this type of financial awareness will positively affect the Town's AAA rating with Standard and Poor's. It was recommended the Board adopt this plan as a guideline. Formalizing policies such as this including investment policies, free cash policies and stabilization policies should be in place before the Town would go out to bond. It was agreed the Board would further review the formation of policies as recommended in the new few weeks.

The Board of Selectmen, Town Manager and Assistant Town Manager expressed appreciation to the Financial Team for their assessment.

The Board of Selectmen will continue discussions regarding the analysis of costs relative to wastewater/clean water initiatives. This includes different scenarios regarding financing, implementation and initiatives, interest rates, loan forgiveness rates, zero interest loans, and adaptive management approaches, etc.

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## **ADDITIONAL TOPICS**

Approval of Special Events Application for Mashpee Chamber Runs on Dunkin Road Race, *Mashpee Chamber of Commerce*:

**Motion made by Selectman Sherman to place the above referenced topic on the Selectmen's agenda.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

Mary Lou Palumbo, Executive Director of the Mashpee Chamber of Commerce was in attendance to request the Board approve the annual Mashpee Chamber Runs on Dunkin Road Race on October 8, 2016. The 10k run and 5k run/walk is planned to begin at 9:30 a.m. with the Kids Race on Job's Fishing Road at the intersection of North Market Street, Mashpee. With the Board's approval, signage would be posted to guide the runners. Applicable regulatory officials have signed off on the license application. Police detail officers are required for the event until 12:15 p.m.

**Motion made by Selectman Sherman to approve the Special Events Application of the Mashpee Chamber of Commerce for the annual road race with posted signage as requested.**

**Motion seconded by Selectman Cahalane.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

**Motion made by Selectman O'Hara to adjourn at 7:26 p.m.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 5-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman Cahalane, yes</b>	<b>Selectman O'Hara, yes</b>
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

Respectfully submitted,

Kathleen M. Soares  
Secretary to the Board of Selectmen